



October 17, 2006

SUBJECT: Authorization to Accept \$22,525 Grant Funds from the California State Library for the Library Services and Technology Act (LSTA) Grant Program to Provide Access to Live Homework Help, an Online Homework Assistance Program, and Budget Modification No. 13

REPORT IN BRIEF

The Sunnyvale Public Library is requesting authorization to accept \$22,525 from the California State Library for LSTA grant program funds to provide access to Live Homework Help, both within the Library and remotely through the Library's Web site. Live Homework Help is an online homework assistance program provided by Tutor.com. The program connects students in grades 4-12 with English and Spanish-speaking expert tutors in math, science, social studies and English. Staff recommends that Council accept the \$22,525 in grant funds for this purpose and appropriate the funds to the Live Homework Help project.

BACKGROUND

The Library Services and Technology Act (LSTA) is the successor to the Library Services and Construction Act (LSCA) and its predecessors, in effect since 1956. Enacted October 1, 1996 and reauthorized in 2003, the LSTA is administered in California by the California State Library. Each year since the inception of the Act, the California State Librarian has awarded local assistance grants on a competitive basis for locally initiated proposals that meet the purposes of the Act. The LSTA provides support for projects in the areas of services for special populations, technology, resource sharing and inter-agency cooperation. Grants are awarded on a competitive basis.

For the past five years, the California State Library has used LSTA funds to subscribe to Live Homework Help, the online homework assistance program provided by Tutor.com. Twenty-five library jurisdictions are currently providing access to Live Homework Help with financial support from LSTA funds. In early June 2006, the California State Library invited other public libraries throughout the state to submit applications for financial support. The deadline for grant applications was July 7, 2006, leaving little time to seek Council permission to apply. A tentative application was submitted with the understanding that authorization to accept the funds would need to be authorized by Council.

Students access Live Homework Help through a link on each participating library's Web site. The goal of the program is to provide after-school homework assistance to students, grades 4-12.

EXISTING POLICY**Library Collection****Policy:**

- 6.2A.1 Provide a collection of materials in print, audiovisual and electronic formats in support of all Library services

Action Statement:

- 6.2A.1c Explore the addition of new formats as technologies change and customer interest indicates

Policy:

- 6.2A.3 Give high priority to the development of the collection that supports reference services

Action Statement:

- 6.2A.3a Provide a current and relevant collection of reference resources

Policy:

- 6.2A.4 Give high priority to providing education support for library users of all ages

Action Statements:

- 6.2A.4a Provide materials and services for students in formal education programs
6.2A.4b Provide materials and services for independent learners engaged in seeking knowledge and skills through self-directed endeavors

Collaboration and Customer Focus

Policy:

- 6.1F.1 Establish cooperative relationships to maximize the effectiveness of Library services

Action Statement:

- 6.2F.1a Partner with local businesses and educational institutions to accomplish mutual goals

DISCUSSION

After the school day ends, students often find themselves without the support of an older student or adult who can help them to understand how to complete a homework assignment. The Sunnyvale Elementary School District offers after-school homework help centers at two of its eight elementary schools and one of its two middle schools. These are staffed each school day by approximately one staff person per 20 students. Fremont High School will be offering informal tutorials in the school library most days after school during the current academic year, staffed by one math teacher and one English teacher. Students that do not attend one of these schools may not have the same opportunities for assistance after school.

The Live Homework Help program would supplement educational services to all students in the community by way of the Sunnyvale Public Library's online connection to expert tutors in English from 1 p.m. to 10 p.m. seven days a week and in Spanish Sunday through Thursday, 1 p.m. to 7 p.m. By combining free access at the Library with the free tutoring assistance of Live Homework Help, this project will help to create equal opportunities for learning and growth for all students. To use this service, a Sunnyvale Public Library card would be required to authorize access from outside of the Library.

The Live Homework Help grant may be available for renewal with an incremental decrease in support from the State Library through FY 2008/2009. During the initial year, the State Library will support 100% for both in-library (\$5,697) and remote access (\$16,828). If the

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City decides to continue offering the Live Homework Help service, the Library would be required to pay 25% of the remote access costs as well as 100% of the in-library costs, in 2007/2008, and 50% of remote access costs in FY 2008/2009. By 2009/2010, the Library would bear the full cost, \$22,525. The chart below illustrates the levels of support that the California State Library anticipates it will be able to offer through this grant.

<u>Year</u>	<u>LSTA Grant</u>	<u>Sunnyvale Public Library Costs</u>
One	\$22,525	\$0
Two	\$12,621	\$9,904
Three	\$8,414	\$14,111
Four	\$0	\$22,525

To determine if LSTA support will continue to be offered, the California State Library plans to review the service annually through a reporting process required of all libraries that received the grant. The City will have the option not to renew this service during any of the subsequent years. The Library will review its budget for materials and on-line resources, and examine library service priorities to decide whether to recommend reallocation of resources within the Library's existing budget in order to pay for the service at the higher rates. With grant support from the California State Library, Sunnyvale Public Library has the opportunity to offer online homework assistance to library users and community members.

FISCAL IMPACT

The California State Library has awarded grant funds in the amount of \$22,525 to provide access to online homework help to the Sunnyvale Public Library through Tutor.com for one year, with the possibility of continuing the grant at reduced levels of support through FY 2007/2008. If accepted, the grant award will be established as a special project for FY 2006/2007.

**Budget Modification No. 13
Fiscal Year 2006/2007**

<u>General Fund Revenues</u>	<u>Current</u>	<u>Increase</u>	<u>Revised</u>
Library Services and Technology Act	\$0	\$22,525	\$22,525
<u>Expenditure</u>			
New Project: Live Homework Help	\$0	\$22,525	\$22,525

Grant funds will support 100% of the subscription fees for both in-library and remote access for one year. If the subscription is renewed for FY 2007/2008, the Library would be required to pay \$9,904 (25% of the remote access cost and 100% of in-library cost). In FY 2008/2009, the Library would be required to pay \$14,111 (50% of remote access costs and 100% of in-library costs). Continuation of the service in subsequent years would require 100% of both remote and in-library costs to be borne by the Library. Based on the results of the service and after review and prioritization of the Library's budget for materials and online resources, the Library would decide whether to recommend expenditures within its existing budget to pay for the higher rates to access Live Homework Help.

CONCLUSION

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Acceptance of the California State Library's Live Homework Help grant allows the Sunnyvale Public Library to offer online homework assistance, both in the library and remotely, thereby fulfilling a need for students without homework assistance after hours at their schools. Acceptance of the grant creates equal opportunities for learning and growth for all Sunnyvale students and enhances the effectiveness of the Library's mission to community members.

PUBLIC CONTACT

Public contact was made through posting of the Council agenda on the City's official notice bulletin board, posting the agenda and report on the City's Web page, and the report is available in the Library and the City Clerk's Office. The Board of Library Trustees reviewed the Report at their meeting on October 2, 2006.

ALTERNATIVES

1. Council Accepts \$22,525 from the California State Library for the Library Services and Technology Act (LSTA) Grant Program to Provide Access to Live Homework Help, and Authorizes Budget Modification No. 13.
2. Council Rejects \$22,525 from the California State Library for the Library Services and Technology Act Grant Funds to Provide Live Homework Help.

RECOMMENDATION

At the October 2, 2006 Board of Library Trustees meeting, the Board voted to recommend to Council Alternative #1, Accept \$22,525 from the California State Library for the Library Services Technology Act (LSTA) Grant Program to Provide Access to Live Homework Help, and Authorize Budget Modification No. 13 because the program is a great opportunity for Sunnyvale students.

Staff recommends Alternative #1, Accept \$22,525 from the California State Library for the Library Services and Technology Act (LSTA) Grant Program to Provide Access to Live Homework Help, and Authorize Budget Modification No. 13. The online homework assistance program, presented through the Sunnyvale Public Library's web site in English and in Spanish, will help create opportunities for learning and growth for all Sunnyvale students.

Reviewed by:

Deborah Barrow, Director, Libraries
Prepared by: Elizabeth Wachter, Supervising Librarian

Mary Bradley, Director, Finance
Approved by:

Amy Chan

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Attachments

- A. Award Letter, California State Library
- B. Draft Board of Library Trustees Meeting Minutes of 10/2/06.



DRAFT MINUTES

SUNNYVALE BOARD OF LIBRARY TRUSTEES OCTOBER 2, 2006

The Board of Library Trustees met in regular session in the Library Program Room, 650 West Olive Avenue at 7:10 p.m. with Jim Griffith presiding.

ROLL CALL

PRESENT: Chair Jim Griffith
Vice Chair John Lilly
Boardmember Kathy Meagher
Boardmember Narendra Pathak

STAFF PRESENT: Deborah L. Barrow, Director of Libraries
Sandra Barajas, Recording Secretary

SCHEDULED PRESENTATION: None.

PUBLIC ANNOUNCEMENTS: None.

CONSENT CALENDAR:

- 1.A) Approval of Draft Minutes of 9/11/06
- 1.B) Approval of Agenda

Boardmember Pathak moved, and Vice Chair Lilly seconded, approval of items 1.A and 1.B as presented. Motion carried unanimously.

CITIZENS TO BE HEARD: None.

PUBLIC HEARINGS/GENERAL BUSINESS:

2. RTC: Authorization to accept \$22,525 grant funds from the California State Library for the Library Services and Technology Act Grant Program to provide access to Live Homework Help, an online homework assistance program, and Budget Modification No. 13: Director Barrow provided the Board with a brief overview of the draft RTC. Discussion ensued regarding funding, publicity of program, and availability of tutors.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Boardmember Pathak moved, and Vice Chair Lilly seconded, to recommend to Council Alternative 1 which accepts \$22,525 from the California State Library for the Library Services Technology Act (LSTA) Grant Program to provide access to Live Homework Help, and authorizes Budget Modification No. 13 because the program is a great opportunity for Sunnyvale students. Motion carried unanimously.

3. RTC: Authorization to accept a second year of \$10,000 in grant funds from the Satterberg Foundation for Tales for Tots: increasing storytimes to young children in child care centers and family day care provider homes and Budget Modification No. 14: Director Barrow provided the Board with a brief overview of the draft RTC. Discussion ensued regarding success of first year and information about the Satterberg Foundation.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Meagher seconded, to recommend to Council Alternative 1 which accepts \$10,000 from the Satterberg Foundation for a continuation of the Tales for Tots program: increasing storytimes to young children in child care centers and family day care provider homes, and authorizes Budget Modification No. 14. The Board is eager to extend the program due to its success during the first year. Motion carried unanimously.

4. Library of the Future Update:

Director Barrow provided the Board with an overview of the Library of the Future Community Forum and Focus Group meetings. Approximately 108 community members participated in the Community Forum on Wednesday, September 20 and 10 to 12 participated in each of the five Focus Groups. Director Barrow thanked the Friends of the Library for providing the food for the Community Forum. Participants in the Community Forum and the Focus Groups were enthusiastic and appreciative of the opportunity to contribute their ideas. Library staff also discussed the Library of the Future at the Lakewood Family Fun Night held at the Library on Thursday, September 28 with approximately 170 in attendance. The Lakewood Family Fun Night provided input that was lacking and much needed from the area of North Sunnyvale and the Hispanic Community. Anderson Brulé Architects staff is currently compiling the Needs Assessment and Plan of Service for staff review. The Library Board of Trustees will review the preliminary results at their November 6 meeting.

Chair Griffith opened the public hearing and there being no public testimonies, closed the public hearing.

5. December Board Meeting Time/Location:

Director Barrow requested that the Board consider holding a special meeting on Monday, December 18 in order to review preliminary information regarding the Needs Assessment, Plan of Service and the Building Program. The December 18 meeting is needed to maintain the timeline and to get the preliminary report to Council as planned, on January 23, 2007.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Pathak seconded, to reschedule the Monday, December 4 Board meeting to Monday, December 18 in Council Chambers. Motion carried unanimously.

6. Special Meeting – March 26, 2007:

Director Barrow suggested that the Board schedule a special meeting for Monday, March 26, 2007 in order to review draft RTC regarding Library of the Future and options based on Council direction. Discussion ensued regarding the 2007 workplan calendar and combining the March 26 and April 2 meeting.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly moved, and Boardmember Pathak seconded, to schedule a special Board meeting on Monday, March 26 and moving public hearing items that would normally be discussed in April to March 26. Motion carried unanimously.

7. Public Safety Pancake Breakfast:

The annual Public Safety Pancake Breakfast is scheduled for Saturday, October 14 from 8 to 11 a.m. at Fire Station #2 located on Wolfe Rd. and Arques Ave. Boardmembers were invited to participate in the event. Boardmembers signed up for one 1 ½ hour slot to assist with the Library information table.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

8. Review Study Issues:

Director Barrow informed the Board of a possible Study Issue regarding conference and training for Boards and Commission Members. If a study issue is recommended, a special meeting may be held for Board review and ranking.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

9. Representative to Silicon Valley Library System Advisory Board:

Director Barrow provided the Board with a brief overview of the System Advisory Board (SAB) role and/or responsibilities. Community member Thomas Flaherty's term just expired and he volunteered to continue a two year term on the SAB.

Chair Griffith opened the public hearing, and there being no public testimonies, closed the public hearing.

Vice Chair Lilly nominated, and Boardmember Meagher seconded, the reappointment of Thomas Flaherty to a two year term to the System Advisory Board.

NON-AGENDA ITEMS AND COMMENTS

• BOARDMEMBERS OR COMMISSIONERS ORAL COMMENTS

Boardmember Meagher mentioned that she utilized the Link+ program and was very impressed with its service, ease of use and quick delivery.

Chair Griffith mentioned that the Friends of the Library Book Sale is scheduled for Saturday, October 7 from 10 a.m. to 4 p.m. at the Raynor Center, 1500 Partridge Ave. in Sunnyvale.

• STAFF ORAL COMMENTS

Director Barrow noted the following:

- Feature Film loan limit has been revised from six items to three items.
- Iteam representative was onsite the week of September 18 to troubleshoot difficulties with the Internet scheduling software.
- Four new self-check machines are tentatively scheduled to arrive on October 6 with installation the week of October 9.
- Metrofi's service is no longer in beta, however, wi-fi within the Library is still limited to perimeter areas only.
- Library staff is currently testing the Ecommerce module.

- The local library web site improvement project grant was not awarded to the Library because Library staff could not accept the grant guidelines which involved moving the entire Library Web site to an external server.
- Lakewood Family Fun Night was held on Thursday, September 28 and approximately 170 parents/students participated in the event. Library staff provided tours and signed families up for library cards and obtained feedback regarding the Library of the Future. The event was held in English and Spanish.
- Library staff will participate in the Chamber of Commerce's Connect with Sunnyvale Expo on Wednesday, October 4 on the Lockheed campus.
- Library staff will participate in the Family Fun Night at the Columbia Neighborhood Center on Wednesday, October 18.
- The Sunnyvale Community Visioning Festival will be held on Saturday, October 28 from 9 a.m. to 2 p.m. at the Sunnyvale Community Center.
- Next Board meeting is scheduled for Monday, November 6 in the Library Program Room.

INFORMATION ONLY ITEMS: None.

ADJOURNMENT: 7:48 p.m.

Respectfully submitted,

Deborah L. Barrow
Library Director